

WAYPOINTS
TO WELL DONE

FACILITATOR'S GUIDE

GROUP EDITION

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HOW TO USE THIS GUIDE
Read it once before Week 1, then keep it handy as a reference each week.

Welcome, Group Facilitator!

Thank you for stepping up to lead others through *Waypoints to Well Done*. This program is more than just a productivity course. It's about helping fellow believers steward their lives for the glory of God.

This guide will equip you with everything you need to confidently facilitate your group through each week of the journey.

Course Overview

9	9	6
WEEKS	LESSONS	WAYPOINTS

Choose one of two formats for your group:

OPTION 1

Watch videos together

~90 min / meeting

- ✓ 30–50 min: watch the weekly video(s) together
- ✓ Remaining time: guided discussion and accountability

OPTION 2

Watch individually, meet to discuss

30–60 min / meeting

- ✓ Facilitator sends that week's video link to the group
- ✓ Individuals watch the video
- ✓ Meet together to discuss and apply

Each Week, Participants Will

- ✓ **Watch a video lesson**, either together or individually, depending on the format you choose
- ✓ **Meet to talk through** the Discussion Questions in their workbooks, how they are implementing the Routines, and their progress on the Waypoints

ROUTINES

The routine builds gradually over the course. Check in on the current week's routine during accountability.

WAYPOINTS

The colored tags show which week each waypoint project is introduced.

WEEK 10+

Encourage your group to keep building on their routines and systems together after the course ends.

Course Schedule

Use this as your week-by-week reference. Check off each week as your group completes it.

WEEK	LESSON	ROUTINE	DONE
01	LESSON 1 **Biblical Foundations of Christian Productivity**	**2 days/week** Bible reading	☐
02	LESSON 2 **Identify Your Calling**	**2 days/week** Bible reading & Prayer	☐
03	LESSON 3 **Planning for "Well Done"** WAYPOINTS 1 & 2	**3 days/week** Bible reading & Prayer	☐
04	LESSON 4 **Goal Setting & the Glory of God** WAYPOINT 3	**3 days/week** Bible reading, Prayer, & Organize	☐
05	LESSON 5 **Overcoming Overcommitment**	**3 days/week** Bible reading, Prayer, & Organize	☐
06	LESSON 6 **To-Do Lists Done Right** WAYPOINT 4	**4 days/week** Bible reading, Prayer, & Organize	☐
07	LESSON 7 **Rhythms of Faithfulness**	**4 days/week** Bible reading, Prayer, Organize, & Exercise	☐
08	LESSON 8 **Optimize Your Week** WAYPOINT 5	**5 days/week** Bible reading, Prayer, Organize, Exercise, & Reading	☐
09	LESSON 9 **POWER Habits** WAYPOINT 6	**5 days/week** Bible reading, Prayer, Organize, Exercise, & Reading	☐

Your Role as Facilitator

You don't need to be a productivity expert. Your primary job is to:

1. **Cue up the video(s)** from the online course portal and play them for the group, or send each week's lesson to participants if you choose that format.
2. **Lead the group discussion** using the provided workbook questions.
3. **Encourage and check in** on each participant's progress with their routines and waypoints.

Leader Tips

- ✓ **Prepare in advance** by reviewing the week's video(s) and workbook questions.
- ✓ **Guide, don't dominate** the discussion. Draw out quieter members and gently redirect if needed.
- ✓ **Be encouraging.** Remember, this is a process of growth and grace.
- ✓ **Point your group to Jesus.** This isn't just about getting more done; it's about becoming more like Christ in how we steward our lives.

SHORT ON TIME?
Assign the video(s) to be watched ahead of the meeting and use your time together just for discussion and accountability (Option 2).

Meeting Format

OPTION 1

Watch Videos Together · ~90 minutes

0:00–0:10	Welcome & prayer
0:10–0:50	Watch the weekly video(s) together (videos range from 30–50 minutes total)
0:50–1:20	Group discussion using the workbook questions
1:20–1:30	Accountability check-in

Times are approximate. On weeks when the videos run longer than 40 minutes, shorten the discussion so the meeting still ends on time.

OPTION 2

Watch Individually, Meet to Discuss · ~60 minutes

0:00–0:10	Welcome & prayer
0:10–0:40	Group discussion using the workbook questions
0:40–1:00	Accountability check-in

ACCOUNTABILITY CHECK-IN

- ✓ How's your routine going?
- ✓ How are you progressing on your current waypoint?
- ✓ Any roadblocks or wins to share?
- ✓ Close in prayer

GO DEEPER

Learn and grow alongside other productivity-minded believers in our online community at redeemingproductivity.com/academy

Discussion & Accountability

The workbook includes three tools for your meetings:

1. **Discussion Questions** to spark conversation and help participants reflect on how the lesson applies to their lives.
2. **Waypoints**: projects that help participants implement what they're learning. Six waypoints are introduced over the course (see the Course Schedule).
3. **Routine Tracking** to help build daily stewardship habits like Bible reading, prayer, planning your day, and more.

ENCOURAGE EVERYONE TO

- ✓ Share openly
- ✓ Be honest about their progress
- ✓ Cheer one another on
- ✓ Pray for consistency and faithfulness, not perfection

Final Thoughts

This group edition of *Waypoints to Well Done* is meant to be both practical and spiritual. Through weekly reflection, mutual encouragement, and shared commitment to forming godly habits, your group will not only become more productive, but they'll also grow in purpose, clarity, and joy as they pursue hearing "Well done" from the Master.

We're praying for you as you lead.
You are making an eternal difference.